Notice to Bidders
Tompkins County
Department of Emergency Response
Air Support Vehicle

Sealed Bids for the purchase of an Air Support Vehicle will be accepted at the Tompkins County Finance Department, Purchasing Division, 125 East Court Street, Old Jail Building, 2nd Floor, Ithaca, NY 14850 up until 11:30 a.m. on July 27, 2011 at which time and place they will be opened and publicly read.

Specifications and bid forms may be obtained upon registration at the following website: www.govbids.com/scripts/cnyp/public/home1.asp or by contact Lisa Jehu at (607) 274-5500, or purchase@tompkins-co.org.

Tompkins County reserves the right to reject any or all bids.

Lisa M. Jehu
Buyer

Instructions to Bidders

1. Read all documents contained in this bid specification package.

2. Bidders are responsible for submitting their bids to the exact location indicated in the "Notice to Bidders" prior to the time indicated in the "Notice to Bidders". Bids will **not** be accepted after the designated time in the "Notice to Bidders" and will be returned to the vendor unopened. **NOTE:** This includes any changes listed on the latest addendum issued, if any. Delay in the mail delivery is **not** an exception to the deadline for receipt of bids.

3. Bidders are responsible for reporting, in writing, any errors found in the bid specifications to Tompkins County Purchasing, 125 E. Court Street, Ithaca, NY 14850, or purchase@tompkins-co.org. Failure to report errors constitutes acceptance as written.

4. Questions about, or clarifications to, the technical specifications must be made in writing to Tompkins County Purchasing, address above, prior to the bid opening. Such questions must be received by the buyer at least five (5) calendar days prior to the bid due date unless otherwise indicated. Verbal questions may not be entertained.

5. The County reserves the right to "Revise" or "Amend" the bid specifications prior to the bid opening date by written "Addenda". It is the responsibility of the bidder to ascertain whether any addenda have been issued by checking with the Purchasing Division prior to submitting their bid.

6. No charge shall be allowed for federal, state, municipal sales, surcharges, or excise taxes from which the County is exempt. Exemption certificates will be forwarded to the successful bidder upon request.

7. Bidders shall indicate on the outside of their sealed bid the following information:
    A. Title of Bid
    B. Date & Time of Bid Opening
    C. Company Name

   Bidders submitting "alternate" pricing, products, or services must do so as a separate bid package unless otherwise specified, to be considered for award. Each bid must be submitted under separate cover and will be considered on its own merits.

   Bidders must submit one **original** bid package(s) with original signatures and one **copy** of their bid package(s).

8. In an effort to promote greater use of recycled and environmentally preferable products and minimize waste, all responses submitted should comply with the following guidelines:
    A. All copies should be printed double sided
    B. All submittals and copies should be printed on recycled paper with a minimum post-consumer content of 30%.
    C. Unnecessary samples, attachments or documents not specifically asked for should not be submitted.

9. The following forms are to be submitted with the bid package:
    A. Tompkins County bid form, filled out in its entirety
    B. Non-Collusive Affidavit, signed and dated
    C. Insurance Certificate, completed and signed by insurance agent
    D. Anti-Discrimination Clause, signed and dated
    E. References as indicated in the bid specifications
    F. W-9 Request for Taxpayer Identification Number and Certification
    G. Bid Sign-Off Sheet, filled out in its entirety
    H. Any other information required in the bid specifications

    Under no circumstances is it necessary to return the technical specifications with the bid. The bidder should retain them for their records.

10. Bidders submitting a bid will be supplied with a copy of the bid tabulation, upon request, with the bid award information as soon as they become available.

11. Failure to submit any of the above data may result in the rejection of the bid as non-responsive. Furthermore, the County reserves the right to require the vendor to supply any additional information it deems necessary to determine the successful responsive/responsible vendor and further to waive any minor informalities it deems to be in its best interest.

12. All bids submitted to Tompkins County become the property of Tompkins County and are subject to Public Information Policy. Any confidential information, such as a company's financial status, if required by the specifications, shall be submitted in a separate sealed envelope with the word "CONFIDENTIAL" on the outside.

13. The apparent silence of the specifications as to any details or the omission from it of a detailed description concerning any point shall be interpreted as meaning that only the best commercial practices are to prevail and that only materials and workmanship of first quality are to be used, specified or accepted.

14. Tompkins County reserves the right to consider a bid "incomplete" or "non-responsive" if it is not submitted in accordance with the provision of the specifications, or to waive informalities in any bid as received. The County also reserves the right to reject any and all bids that do not prove to be in the best interest of the County without cause.

GENERAL CONDITIONS

1. **Method of Award:**
The County reserves the right to award the contract(s) to the bidder(s) that the County deems to offer the lowest responsive and responsible bid(s). The County has the sole discretion and reserves the right to cancel this bid, reject any/all bids, to waive any/all informalities and/or irregularities, or to re-advertise with either the identical or revised specifications if it is deemed to be in the best interest of the County to do so. The County guarantees no minimum or maximum contract(s) as a result of award of this bid.

2. **Contract Extension:**
The County reserves the right to allow all municipal, school districts, and not for profit organizations authorized under the General Municipal Laws of New York State to purchase any goods and/or services awarded as a result of this bid in accordance with the latest amendments to the New York State General Municipal Law 100 through 104. However, it is understood that the extension of such contracts are at the discretion of the vendor and the vendor is only bound to the contract(s) between the vendor and the County.

3. **Environmentally Preferable Products:**
Environmentally preferable products are those that have a lesser or reduced effect on human health and the environment when compared with competing products that serve the same purpose. This comparison may consider raw materials acquisition, production, manufacturing, packaging, distribution, reuse, operation, maintenance, or disposal of the product. Bidders able to supply products containing recycled and environmentally preferable materials that meet or exceed the specifications and performance requirements are encouraged to offer them in bids and proposals.

4. **Qualification of Bidder:**
Bids will only be accepted from established manufacturers or their authorized dealers. In the event a dealer submits a bid, the dealer shall guarantee that they are an authorized dealer of the manufacturer and the manufacturer has agreed to supply the dealer with the product/equipment offered in the bid.

5. **Bidder Responsibility:**
The bidder, by submitting a bid, represents that:
   A. The bidder has read and understands the specifications in their entirety and that the bid is made in accordance therewith, and;
   B. The bidder possesses the capabilities, resources, and personnel necessary to provide efficient and successful service to the County, and;
   C. The bidder will be held responsible for any and all discrepancies, errors, etc., in the discounts or rebates which are discovered during the contract term or up to and including three (3) fiscal years following the County's annual audit.

6. **Guarantee:**
The bidder shall guarantee that the product(s) or equipment provided is standard new products or equipment (unless otherwise requested), latest model of regular stock product and in current production. Replacement parts shall be easily obtained and that no attachment or part (if applicable) has been substituted or applied contrary to the manufacturer's recommendations and standard practice. Every product delivered shall be guaranteed against faulty material and workmanship for the term of the contract. If during this period such faults develop, the product(s) shall be replaced at no cost to the County.

7. **Term of Contract:**
Unless otherwise specified, any contract resulting from this bid shall be for one year with the option to renew for up to three (3) additional twelve (12) month periods by mutual agreement in accordance with the terms of the contract.

8. **Award of Bid:**
The award, if any, will be made within forty-five (45) calendar days of opening date. No bidder may withdraw their bid within thirty (30) days after the bids are due, however, bids may be withdrawn at any time prior to the bid due date and opening. Notice of award will be sent to all successful bidders. Unsuccessful bidders shall not be notified.

9. Delivery Penalties:

Delivery terms shall be stated in the detailed bid specifications. By signing the bid forms the vendor agrees that they are able to meet the specified delivery requirements. A penalty fee of $10.00 per calendar day, for each day the item(s) ordered are not delivered to the proper County location may be assessed. In the event that the item is on backorder through no fault of the vendor the vendor is required to inform the County immediately. Late penalty fees shall be deducted from the invoice once the item is received by the County.

10. Invoices:

Invoices shall be mailed directly to the ordering department. Invoices mailed to the incorrect location may not be forwarded thus causing delay in payment.

11. Tax on Materials:

In regard to any taxes applicable to this project, please acquire a copy of form ST-120.1 from the New York State Department of Taxation and Finance and follow accordingly. Tompkins County is tax exempt. Tax exempt certificates, if required, will be forwarded upon request.

12. Incurred Expenses:

This Invitation to Bid does not commit the County of Tompkins to award a contract, nor shall the County of Tompkins be responsible for any cost or expense which may be incurred by the bidder in preparing and submitting the bid, or any cost or expense incurred by the bidder prior to the execution of a contract.

13. Failure to Perform:

In the event the equipment and/or products fail to perform to the County's expectations the vendor shall, at its own expense, repair or replace said item(s).

14. Contract(s):

The successful bidder will be required to sign a Tompkins County contract. Tompkins County will not sign any company's service agreement, contract or any other form of agreement. Tompkins County reserves the right to extract certain language from a company's agreement and incorporate it into a Tompkins County contract if mutually agreeable.

15. Financing of Material or Equipment Purchases:

When any bid includes the lease and/or purchase of material and/or equipment the vendor shall submit a price on the bid form provided by the County. The price offered shall include all delivery, installation (if applicable), finance, and any other charges that may be associated with said purchase or lease. The County shall only deal with the contractor/vendor actually submitting the bid AND arrangements made between the vendor and any other party as a part of this bid are strictly between those parties and the County shall not be included or required to participate in them in any way. Furthermore, the County shall only make payments directly to the vendor awarded a contract and issued a purchase order or authorization to proceed. The County shall not make partial or pre-payments of any kind unless stipulated in the specifications by the County.

16. Pricing Adjustments:

Pricing adjustments will only be considered at the time of bid renewal. If, in the opinion of the County, any price adjustment request is in excess of that acceptable to the County the County reserves the right to reject the proposed increase and seek new bids.

17. Non-Appropriation Clause:

In accordance with New York State General Municipal Law, the County will not be liable for any purchases or contracts for goods or services for which funding is not available. As a result, the vendor agrees to hold the County harmless for any contracts let for which funding either does not currently exist or for which funding has been removed prior to the issuance of a purchase order. Issuance of a purchase order indicates that the County currently has set aside adequate funds to procure the goods or services indicated in the purchase order or the contract. Should it become necessary for the County to cancel a project or purchase after an order to proceed has been issued, the County will only be liable for and the vendor agrees to only assess those financial damages that it can prove to have incurred as a result of the cancellation.

18. Termination/Cancellation of Contract:

The County reserves the right to cancel the contract without cause with a minimum thirty (30) days written notice. Termination or cancellation of the contract will not relieve the bidder of any obligations for any deliverables entered into prior to the termination of the contract. Termination or cancellation of the contract will not relieve the bidder of any obligations or liabilities resulting from any acts committed by the bidder prior to the termination of the contract. The bidder may cancel the resulting contract with one hundred-twenty (120) days **written** notice to the Tompkins County Purchasing Division. Failure to provide the proper notice to the County may result in the bidder being barred from future business with the County.

19. Substitute or "or equal" Items:

A contract, if awarded, will be on the basis of materials and equipment as described in the drawings or specifications and "or equal" items submitted by the bidder and accepted by the County. The bidder may offer "or equal" items that meet the same performance and reliability standards as specified herein. If the bidder offers an "or equal" item the bidder must include documentation with the bid package establishing such equality. Said "or equal" items shall be accepted or rejected based upon the County's evaluation of the submitted documentation. All costs associated with the review of an "or equal" items prior to recommendation to award shall be at the bidder's expense. If an "or equal" item is rejected the bidder shall be afforded the opportunity to meet with the County to offer additional qualifying opinions and information prior to bid rejection. The bidder shall not have the opportunity to submit any alternative materials or equipment after bids are opened. The decision to accept or reject any "or equal" item rests solely with the County. If a substitute "or equal" item is not accepted by the County the County will reject the bid. The next l0west responsive bid will then be reviewed for award recommendation.

20. Installation of Equipment:

In the event that installation of equipment is needed the vendor shall arrange with the County for the installation within forty-eight (48) hours after delivery of the product(s).

21. Training:

If needed, training shall take place during regular business hours and shall be conducted by factory trained personnel. Training shall be provided until all County personnel required to use the item(s) are adequately trained. In the event that additional training is required at any time during the contract the vendor agrees to supply said training at no cost to the County and in a timely manner.

22. Deviations:

Deviations to the specifications are to be so noted and fully explained. Tompkins County reserves the right to accept any or all deviations if it proves to be in the best interest of the County.

23. Prevailing Wages (Public Work projects only):

All vendors submitting bids for Public Work projects are required to conform to all current NYS Prevailing Wage Laws. If applicable, a copy of the Prevailing Wage Rates applicable to the project being bid has been attached to the specifications. The successful vendor(s) is responsible for complying with all current labor rates and regulations throughout the duration of any contract resulting from this bid. The County will only pay and the vendor agrees only to charge prevailing wage rates for those employees of any organization that are required by New York State law to receive said rates in the course of doing work for the County. No payments will be made to any vendor covered under this contract prior to vendor supplying the County with certified payrolls in accordance with the New York State Department of Labor regulations. Corporations and Partnerships submitting proposals are hereby informed that ALL personnel working on this project must be paid the prevailing rate or above in accordance with the current New York State Labor Laws in effect during the term of the project. This includes all owners, partners, and other management and other employees as required. Vendors currently on the NYS Department of Labor Debarred list will not be considered for award of this contract. By submitting a bid for consideration the vendor is indicating that they are currently in good standing with the NYS Department of Labor at the time of the bid.

24. OSHA Training:

All laborers, workers and mechanics employed in the performance of a Public Work contract that exceeds $250,000 shall comply with New York State Labor Law §220-h requiring certification, prior to performing any work on the project, as having successfully completed a course in construction safety and health, approved by OSHA. The course must be at least ten (10) hours in duration.

25. Apprenticeship Programs:

Tompkins County Resolution 222 of 2004 states that pursuant to Article 23, §816-b of New York State Labor Law any public work that requires separate specifications pursuant to §101 of the General Municipal Law that exceeds $1 million in cost, must include contractors that participate in New York State certified apprenticeship programs. All bidders and all subcontractors under the bidder must maintain or participate in a bona fide New York State Apprentice Program approved by the Division of Apprentice Training of the Department of Labor for each apprenticable trade or occupation represented in their workforce for which the law applies and must abide by the apprentice to journeyman ration for each trade prescribed therein in the performance of the contract. Notwithstanding the foregoing, each bidder awarded a contract may allow up to twenty-five percent of the value of its contract to be performed by employees or subcontractors that do not meet this requirement. Failure to comply with these requirements may result in any or all of the following sanctions:

A. Temporary suspension of work on the project until compliance is obtained; and/or;
B. Withholding payment due under the contract until compliance is obtained; and/or;
C. Permanent removal from any further work on the project; and/or;
D. Recovery by the County from the bidder 1/10th of one percent of the contract amount or $1,000.00 which is greater, in the nature of liquidated damages assessed for each week that the contractor is in non-compliance.

26. Workforce Diversity and Inclusion:

Tompkins County government is committed to creating a diverse and fully inclusive workplace that strengthens our organization and enhances our ability to adapt to change by developing and maintaining:

A. An organization-wide understanding and acceptance of the purpose and reasons for diversity;
B. Recruitment and retention policies that assure a diverse workforce;
C. A workplace environment that is welcoming and supportive of all;
D. Awareness, understanding, and education regarding diversity issues;
E. Zero tolerance for expressions of discrimination, bias, harassment, or negative stereotyping toward any person or group;
F. A workforce ethic that embraces diversity and makes it the norm for all interactions, including delivery of services to the public.

Air Support Vehicle Specifications

Scope: It is the intent of these specifications to describe an Air Support Vehicle for use by the Tompkins County Department of Emergency Response. The following specifications describe the minimum standards acceptable to the County.

Any deviations to the specifications are to be so noted and thoroughly explained. The County reserves the right accept or reject any deviations.

Dimensions:

- Overall complete unit length – 240"' with 12" rear step
- Overall body length – 121" including rear step
- Overall body width – 96" including rub rails and fenderettes
- Overall body height – 80" from ground

Chassis Specifications

The following specifications describe a 2010/2011 Ford F-550 XLT, 4 x 4 DRW four door cab and chassis.
Color: Red

- GVWR – 19,500 lbs.
- Frame – 80,000 lbs. rating
- Wheelbase – 140.8"
- Cab to axle – 60"
- Bumper – bright finish
- Front tow hooks
- Front axle – 7,000 lbs.
- Front suspension – 7,000 lbs.
- Front tires – two (2) Michelin, or equal, sized to the specified front axle rating
- Front wheels – two (2) polished aluminum 19.5" wheels
- Black mud flaps
- Rear axle – 14,700 lbs.
- Rear suspension – 14,700 lbs.
- Rear tires – four (4) Michelin, or equal, sized to the rear axle rating. Mud and snow tread pattern.
- Rear wheels – four (4) polished aluminum 19.5" wheels
- Braking system – four (4) wheel disc brake system with anti-lock (ABS)
- Engine – diesel, 6.4L, V-8, 325 HP @ 3,000 RPM
- Cooling system – coolant mixture protected to -34° Fahrenheit, lower radiator guard installed
- Fuel tank – 40 gallon, rear mount
- Automatic transmission
- Power steering
- Batteries (1) 31 heavy-duty 12-volt battery installed, 950 cold cranking amp rating
- Cab construction – two (2) steel doors construction
- Single color cab paint
- Electric window and door lock controls
- Two (2) heated cab mirrors
- Seats – two (2) individual seats, 40/20/40 with three (3) point safety harness

Chassis specifications – continued

- AM/FM radio, four speakers, rooftop antenna
- Alternator – ambulance prep package with dual alternators (320 amps)

Chassis modifications:

- Label installed in cab indicating seating capacity of two (2) persons with a weight allowance of 250 lbs. per person
- Data plaque, installed on inside of driver's door with required information based on the components of the apparatus applicable to the 2009 NFPA #1901 standards:
  - Engine oil
  - Engine coolant
  - Transmission fluid
  - Drive axle lubricant
  - Power steering fluid
  - Pump, generator or other component lubricants
  - Other NFPA applicable fluid levels as required
  - Paint manufacturer, type and color number
- Dimension data label indicating the overall height, length, width and weight of the vehicle shall be installed on the cab dash area
- Warning label stating "NO RIDING ON REAR OF APPARATUS" shall be applied to the vehicle at the rear step area. Label shall indicate that riding in or on these areas while vehicle is in motion is prohibited.
- Cab door shall have NFPA #1901 compliant reflective red and amber panels installed
- Chassis cab shall be fitted with dual Nerf bars constructed of 304 stainless steel. Nerf bars shall serve as lower cab door impact protection stepping surfaces for the operators

Body component specifications:

- Body and mounting members shall be constructed as a singular body assembly
- Entire body shall be constructed, assembled and painted as a stand-alone structure separate from the chassis. Structure shall utilize the strength of the chassis frame rails to support the body without requiring the structure to physically sit on the upper frame rail flange
- Body construction shall be a single unit of body and compartments and mounting members. Body shall be capable of being set on its top or sides without permanent deflection or damage to the body components.
- Complete body and mounting members shall be removable as a single unit. The body shall have been produced for use as fire apparatus for a minimum of twenty (20) years.
- Entire assembly shall be constructed of a high strength composite with reinforced fiber and resin construction. Exterior surface shall present a smooth glass-like appearance with a painted automotive surface

Body component specifications – continued:

- Exterior body side walls shall be fiberglass reinforced and resin composite construction produced from sandwiched plates with vacuum injection technology. Multiple laminates of glass fiber and resin composite each having a minimum thickness of 3/16". Woven and continuous glass fiber content of composite material shall be a minimum of 40% with a maximum resin styrene content of 3%. Chopped fiberglass fibers are not acceptable.
- Exterior front, rear and side body walls shall be a minimum of 1 ½" thick. Core material shall be a closed-cell structure approximately 1 ½" thick with a minimum density of 12 ½ pounds per square foot. Applied injection resins shall have a minimal HT rating of 185° Fahrenheit. Laminates shall have flame-retardant characteristics.
- Body shall be completely resistant to ultra violet rays and operate in temperature ranges of -40° to +175° Fahrenheit. The top of the body and tank shall be constructed of single laminate material with all corners continuously sealed with resin and fiber for water tight construction.
- Entire body shall be non-conductive and shall be transparent to radio waves (EMI/RFI transmissions)
- Body and compartments shall be of a completely self-supporting design
- Points of chassis attachment on each side and full length of the modular body shall have fully integrated reinforced assemblies of non-corrosive composite materials in a "u" shaped configuration. Two full length reinforced 4" high body-substructure assemblies shall be integrated into the bottom of the body system as a single assembly serving as the points of attachment to the chassis.

Body mounting system:

- Body and compartment module shall be mounted to the chassis with ten (10) mounting brackets, five (5) each chassis frame bolted to the outside vertical frame rail.
- Mounting system shall provide total torsional isolation between the chassis frame and the body module
- Mounting system shall align the entire assembly longitudinally and transversely with the chassis frame rails
- Body assembly with mounting members shall not rest directly on the upper chassis frame flange. Frame mounting assemblies directly above and ahead of the rear axle shall be provided with springs for an additional torsional movement.
- Body module mounting assembly shall consist of the following:
  - 7 gauge gusseted steel frame brackets attached with no less than four (4) grade 8, ½" diameter bolts and locking nuts installed by final stage manufacturer
  - Meta-cone high capacity hard rubber filled cone shaped shock-attenuating assemblies with piloted flange washers bolted to frame brackets
  - Each mounting shall have a vertical grade 8, 5/8" diameter bolt with piloted flange washers and pin or locking nut securement. All mounting nuts shall be torque to the manufacturer's requirements

Exterior compartment construction:

- Shall be integral with the body construction
- Compartments shall have painted 3" vertical exterior divider panels between each compartment and at front and rear corners of body
- Compartment floor shall have a 4" horizontal structure for rub rail attachment of reinforced gusseted composite construction
- Floor assembly shall be designed to provide a "lip free" sweep-out floor surface

Exterior compartment construction – continued:

- All interior corners of the compartments shall be constructed with mitered and angled 1” wide full height or width composite gussets for waterproof construction and compartment reinforcement
- Exterior corners shall be wrapped with glass fiber and resin for seamless construction and additional strength

Interior compartment construction:

- Interior compartment wall dividers of the boy construction shall be single laminate composite material not less than 3/8” wall thickness
- Compartment ceiling and floors shall be a single laminate not less than ½” thickness
- All interior corners of the compartments shall be constructed with mitered and angled 1” wide full height or width composite gussets

Body lifting and tie-off provisions:

- Body shall have four (4) removable screw-in lifting and tie-off points for attachment of eyebolts

Equipment attachment:

- Threaded inserts shall be utilized to attach various bolt-on components and equipment to the surface of the body
- Inserts shall be mechanically secured to allow for any attachment to exterior panels on the body

Energy absorption:

- Body construction shall have “shock absorbing” capabilities

Electrolysis:

- The body shall be of totally composite construction to provide total resistance to electrolysis.

Body weight consideration:

- Specified body and compartments shall be of the lightest weight material available

Thermal resistance:

- Body material shall not be subject to severe expansion and contraction
- Body material shall be self-extinguishing

Compartment ventilation provisions:

- Body compartments shall have louver provisions in walls for ventilation

Wheel well panel construction:

- The outer wheel well shall be a minimum wall thickness of 1 ½”
- Exterior wheel well shall be painted to match the body
- Entire wheel well area shall be concealed from compartments with seamless corners in all areas

Fuel fill access:

- An access opening for the fuel fill installation shall be provided in the driver’s side wheel well area. The fuel filling equipment will be installed by the final stage manufacturer

Left side body compartments:

- Compartment L-1T
  - Left side forward compartment. Approximate dimensions: 35 ¼” w x 40 ¼” h x 20” d. Door opening: 30 ¾” w x 36” h
  - Adjustable tracks installed on each side wall
- Compartment L-2
  - Left side over wheel well compartment. Approximate dimensions: 43 ¼” w x 20 ¼” h x 20” d. Door opening: 40 ¼” w x 16” h
  - Adjustable tracks installed on each side wall
- Compartment L-3
  - Left side rear compartment. Approximate dimensions: 29 ¼” w x 40 ¼” h x 20” d. Door opening: 24 ¾” w x 36” h
  - Four (4) adjustable tracks installed, two (2) on each side wall

Right side body compartments:

- Compartment R-1T
  - Right side forward compartment. Approximate dimensions: 35 ¼” w x 40 ¼” h x 20” d. Door opening: 30 ¾” w x 36” h
  - Adjustable tracks installed on each side wall

- Compartment R-2
  - Right side over wheel well compartment. Approximate interior dimensions: 72.7” w x 20 ¼” h x 20”d. Door opening: 68” w x 16” h
  - Adjustable tracks installed on each side wall

- Compartment R-3
  - Right side rear compartment. Approximate dimensions: 27” w x 20” h x 20” d. Door opening: 23 ½” w x 17” h
  - Four (4) adjustable tracks installed, two on each side wall

Rear compartment bed:

- Compartment RR-1
  - Rear compartment shall be located above the frame rails: Dimensions: 51” w x 43” h x 104” d. Door opening: 46” w x 40” h
  - Adjustable tracks installed on each side wall

Electrical wiring conduits:

- Surface mounted conduit shall be installed in the body for routing the 12 volt **and** the 120/240 volt wiring
- Material and installation shall conform to applicable NFPA and SAE standards
- Wiring shall be easily accessed through a removable cover

Body painting specifications:

- Exterior and interior of the body as well as associated components requiring painting shall be finished using the following procedure:
  - Composite material shall be sand blasted
  - Components are to be chemically cleaned on all surfaces
  - All surfaces are to be sanded to proper levels and all sanding residue removed
  - Any imperfections or defects shall be filled with premium body filler and sanded smooth
  - Top quality glaze applied over body filled areas and sanded
  - Components are to be primed with the paint manufacturer's recommended primer
  - Entire primed surface shall be thoroughly sanded and inspected for any imperfections and properly correct them
  - Apparatus body shall be cleaned with a wax and grease remover
  - Base coat/clear coats shall be applied following the paint manufacturer's guidelines
- Body shall be painted using a single color to match the cab primary color

Under body finish:

- Under body shall be finished with black paint, RAL 9005 or equivalent

Interior compartment finish:

- Interior wall, floor and ceiling surfaces of the body compartments shall be finished with Zolatone 20-72 industrial coating
- Silver/gray speckle finish over a Zolatone basecoat primer

Top of body finish:

- Top of body shall be finished with an aggressive non-slip industrial coating

Rear wheel fenderettes:

- Polished stainless steel fenderettes shall be installed at each rear wheel opening and positioned outside of the wheel well panel to cover the tire area that extends past the body
- Fenderettes shall be secured with threaded fasteners

Fuel fill access:

- Fire shop, or equivalent, stainless steel enclosure with hinged access door shall b installed in the driver's side wheel well

Rub rails:

- The sides of the lower body area before and after the wheel well shall have 3” x 1.5” x .250” extruded aluminum rub rails with end caps or angle corners
- Rub rails shall have red and white DOT type reflective striping

Protective covering:

- The front corners of the apparatus shall have a stainless steel protective covering installed

Door construction:

- Six (6) GRP doors fabricated from fiberglass reinforced polyester shall be provided
- Each GRP door shall have a stainless steel full height, piano style hinge with stainless steel rod
- Stainless steel locking D-ring style handles with slam action single point hardware shall be provided for each door
- A spring loaded rod guide stay arm style device shall be provided on each door
- Door depth shall align with the body sill depth that has an attaching flange and finishing flange incorporated in the design
- Low profile side and top seal
- Magnetic door ajar system integrated in the handle and striker retainer block

Rear bumper, tow plates and rear step grating:

- 12” deep Plastisol Composites, or equivalent, step shall be provided and installed at the rear of the apparatus
- Step shall be equipped with a multi-directional aggressive gripping surface and shall comply with NFPA #1901 standards
- Rear step and bumper assembly shall have 3” tow plates installed
- Step shall feature a 3 point portable winch connection, one on each side and one at the rear

Handrail – rear step:

- Two (2) stainless steel non-slip handrails, approximately 36” long shall be provided and mounted on the rear of the of the apparatus, one (1) on each side of the body

Equipment mounting:

- Adjustable 24” deep shelves
    - Five (5) adjustable shelves constructed of smooth aluminum plates or composite material shall be mounted in specified compartments with double bolt shelf brackets
    - Each shelf shall have a broken front and rear edge.
    - Location of shelving shall be:
        - ♦ Compartment L1
        - ♦ Compartment L2
        - ♦ Compartment L3
        - ♦ Compartment R2
        - ♦ Compartment R3

12 Volt electrical specifications:

The following describes the low voltage electrical system on the apparatus including all panels, electrical components, switches and relays, wiring harnesses and other electrical components. The apparatus manufacturer shall conform to the latest Federal DOT standards and the applicable requirements of the NFPA #1901

- Wiring shall be stranded copper or copper alloy conductors of a gauge rated to carry 125% of the maximum current for which the circuit is protected
- Voltage drops shall not exceed 10% in all wiring from the power source to the using device
- Wiring and wiring harness and insulation shall be in conformance with applicable SAE and NFPA standards. The wiring harness shall conform to SAE J-1128 and with GXL temperature properties
- Exposed wiring shall be run in a loom with a minimum 289° Fahrenheit rating
- Wiring looms shall be properly supported and attached to body members
- Electrical conductors shall be constructed in accordance with applicable SAE standards
- All wiring connections and terminations shall provide positive mechanical and electrical connections and shall be installed in accordance with the device manufacturer's instructions. When wiring passes through metal panels electrical connections shall be with mechanical type fasteners and rubber grommets.
- Wiring between cab and body shall be split using Deutsche type connectors or enclosed in a terminal junction
- Connections shall be crimp-type with heat shrink tubing with insulated shanks. Weather resistant connectors shall be provided throughout the system
- Electrical junction or terminal boxes shall be weather resistant and located away from water spray conditions
- Automatic reset breakers and relays shall be housed in the main body junction panel
- There shall be no exposed electrical cabling, harnesses or terminal connections located in compartments unless enclosed in an electrical junction box or covered with a removable electrical panel. Wiring shall be secured in place and protected against heat, liquid contaminants and damage and shall be uniquely identified at least every two (2) feet by color coding or permanent marking with a circuit function code and identified on a reference chart or electrical wiring schematic per requirements of applicable NFPA #1901 standards
- Low voltage over current protective devices shall be provided for the electrical circuits. Devices shall be located in required terminal connection locations or weather resistant enclosures. Over current protection devices shall be automatic reset type suitable for electrical equipment and meet SAE standards
- All electrical equipment, switches, relays, terminals and connectors shall have a direct current rating of 125% of maximum current for which the circuit is protected. Electro-magnetic interference suppression shall be provided in the system as required in applicable SAE standards

Electrical system requirements:

The electrical system shall include the following:

- Electrical terminals in weather exposed areas shall have an non-conductive grease or spray applied. All terminal plugs located outside of the cab or body shall be treated with a corrosion preventative compound

Electrical system requirements – continued:

- All electrical wiring shall be placed in a protective loom or it shall be harnessed
- Exposed connections shall be protected by heat shrink material and sealed connectors
- Large fender washers shall be used when fastening equipment to the underside of the cab roof and all holes made in the roof shall be caulked with silicone
- Electrical components installed in exposed areas shall be mounted in a manner that will not allow moisture to accumulate inside
- A coil of wire must be provided behind an appliance to allow them to be pulled away from mounting area for inspection and service work
- All lights in a weather exposed area that have sockets shall have corrosion preventative compound added to the socket terminal area
- Warning lights shall be switched in the chassis cab with labeled rocker type switches located in an accessible location. Individual rocker switches shall be provided only for lights exceeding the minimum level of warning lights in either the stationary or moving modes. All electrical equipments switches shall be appropriately identified as to their function and mounted on a switch panel in the cab. An indicator light shall be provided to indicate when a circuit is energized.
- A single warning light switch shall activate all required warning lights. The switch shall activate all required warning lights. The switch shall allow the vehicle to respond to an emergency "calling for the right of way". When the parking brake is activated a "blocking the right of way" system shall be automatically activated per NFPA #1901 requirements.

Electrical testing and certifications:

Upon completion of the vehicle and prior to delivery the apparatus shall be electrically tested. The electrical testing, certifications and test results shall be submitted with delivery documentation per NFPA #1901 requirements. The following minimum testing shall be completed by the apparatus manufacturer:

- Reserve capacity test: the engine shall be started and kept running until the engine and engine compartment temperatures stabilize at normal operating temperatures and the battery system is fully charged. The engine shall be turned off and the minimum continuous electrical load shall be activated for ten (10) minutes. All electrical loads shall be turned off prior to restarting the engine. The battery system shall be capable of restarting the engine. Failure to restart the engine shall be considered a test fail.
- Alternator performance test at idle: the minimum continuous electrical load shall be activated with the engine running at idle speed. The engine temperature shall be stabilized at normal operating temperature. The battery system shall be tested for the presence of battery discharge current. The detection of battery discharge current shall be considered a test failure.
- Alternator performance test at full load: the total continuous electrical load shall be activated with the engine running up to the manufacturer's governed speed. The test duration shall be a minimum of two (2) hours. Activation of the load management system shall be permitted during the test. An alarm sounded by excessive battery discharge as detected by the system required in NFPA #1901 standard or a system voltage of less than 11.7 volts dc for a 12 volt system for more than two (2) minutes shall be considered a test failure.

Electrical testing and certifications – continued:

- Low voltage alarm test: following the completion of the above tests the engine shall be shut off. The total continuous electrical load shall be activated and continue to be applied until the excessive battery discharge alarm activates. The battery voltage shall be measured at the battery terminals. With the load still applied, a reading of less than 11.7 volts dc for a 12 volt system shall be considered a test failure. The battery system shall then be able to restart the engine. Failure to restart the engine shall be considered a test failure

Console and Switch Panel:

A custom fabricated electrical console and enclosure shall be located between the driver's and passenger's seat and shall include six (6) control switches in a removable panel. Two (2) fire department supplied radio heads shall also be accommodated in this space. Construction shall be of smooth aluminum or composite material with a hinged top and shall house cab mounted electrical switching devices and equipment as required.

The console shall accommodate the following:

- Tow (2) customer supplied radios
- Two (2) hand lights with chargers
- One (1) customer supplied radio head
- Siren controller
- Bin with cover for storage of crew personal items

Battery switch – master disconnect:

- Battery disconnect rocker switch controlling the 12 volt power supply from the battery system shall be located conveniently to the driver
- A light indicating that the master switch is on shall be included

Battery charger:

- A high output automatic battery charger, Kussmaul Autocharge 1000 model #091-56-12, or equivalent shall be provided
- Battery charger shall be wired to the 12 volt battery system
- Battery charger shall be wired to the specified shore power receptacle

120 Volt shore power receptacle:

- An "auto eject" shore power receptacle, Kussmaul model 091-55xx -120 20 amp, or equivalent shall be provided with hinged weatherproof cover and enclosure
- Shore power plug shall be "ejected" when the chassis' engine starter is engaged and the receptacle shall be wired to any 120 volt A/C equipment requiring shore power
- Receptacle shall be located on the driver's side rear of the chassis (rear of crew cab door)

Identification lights:

All LED identification lights shall be installed on the vehicle as required by applicable DOT highway regulations.

- Two (2) tail, stop, turn and back up light assemblies shall be installed at the rear of the body and shall consist of:
  - Clear tail and stop lights with red LEDs – T40-RCFT-1 or equivalent
  - Clear turn signals with amber LEDs – T40-ACFT-1 or equivalent
  - One (1) clear LED dome light with an on/off switch shall be mounted in the cab ceiling – E13-W300-1 or equivalent
  - One (1) clear/red LED dome light with on/off switch shall be mounted in the cab ceiling – E11-DS01-1 or equivalent
  - Four (4) clear LED ground lights installed under the cab step area in compliance with NFPA #1901 standards
  - Two (2) LED step lights with clear lens shall be installed at the rear step of the apparatus wired to the parking brake circuit – E96-WS00-1 or equivalent
  - Six (6) clear LED scene lights shall be installed. Lights shall be operated by an on-cab console switch. Location: two (2) on each side of body and two (2) at the rear body panel. Fire Research Corp. or equivalent
  - Automatic switches for each scene light shall be installed to activate all scene lights when a compartment door is opened. The rear scene lights shall activate automatically when the transmission is in reverse
  - Seven (7) compartment's equipped with T-Systems or equivalent, trip LED lights installed on one side of door opening. Lights shall be integrated into the roll-up door track with light turning on with door opening
  - Each exterior compartment light shall be automatically controlled by a door activated on/off switch
  - A flashing LED light with red lens indicating "Door Open", or equipment operation light shall be installed on cab dash
  - An automatic electric back-up alarm shall be wired to the back-up light circuit and mounted under the rear of the apparatus body. Ecco Model SA-907 "Smart Alarm" or equivalent

Warning lights and sirens:

- One (1) electronic siren shall be mounted in the cab. The unit shall have an electronic air horn, wail, yelp, hi-lo siren and hard wired microphone
- Two (2) 100-watt chrome plated speakers shall be installed and wired to the electronic sire located in the cab
- Zone A – Upper lightbar
  - One (1) Code 3 model #2147 NFPA1 light shall be installed on the cab roof. The LED X2100 series lightbar shall be 47" l and shall include fourteen (14) red LED single modules. Take down lights shall be included, wired to wig/wag
- Zone A – Lower front warning lights
  - Two (2) Code 3 model #45R LED lights shall be installed in the lower front of the cab. Lights shall be 3" x 7" and equipped with a red lens
- Zone B and D – Lower cab intersection lights
  - Two (2) Code 3 LED lights shall be installed, one (1) on each side of the front bumper. Lights shall be 2" x 5" and have a red lens

Warning lights and sirens – continued:

- Zone B and D – Lower mid-body warning lights
  - Two (2) Code 3 LED warning lights shall be installed, one (1) on each side on the lower side of the mid-body. The lights shall be 4" x 6"and have a red lens
- Zone B and D – Upper side front warning lights
  - Two (2) Code 3 LED warning lights shall be installed, one (1) on each side on the upper front of the body. The lights shall be 2" x 5" and shall have a red lens
- Zone B and D – Upper side rear warning lights
  - Two (2) Code 3 LED warning lights shall be installed, one (1) on each side on the upper side of the rear body. The lights shall be 2" x 5" and shall have a red lens
- Zone C – Upper rear warning lights
  - Two (2) Code 3 LED warning lights shall be installed, one (1) each side on the upper corners of the rear body. The lights shall be 7" x 9" and shall have a red lens on the right side and an amber lens on the left side
- Zone C – Lower rear warning lights
  - Two (2) Code 3 LED warning lights shall be installed, one (1) each side on the lower corners of the rear body. The lights shall be 7" x 9" and shall have a red lens

Air System:

- SCBA cylinder storage modules
  - Performance Advantage #CM600 cylinder mate SCBA storage unit constructed entirely from non-corrosive materials. Automatically adjusts to contain cylinders with either 30 or 45 minute ratings
  - Units shall be designed for either horizontal or vertical installation
  - Unit shall be designed to avoid friction and damage to high pressure cylinders and include a high strength "push to release" retention strap
    - ✓ Cylinder type and model: varies
    - ✓ Quantity of cylinders: 24
    - ✓ Location shall be in compartment #L1 and #R1
- Engine driven high pressure compressor and purification system
  - Bauer model #H13G and H13D, 6000 psi service, or equivalent, system shall be supplied on a steel frame designed for both the static and dynamic loads of the system
  - Arrangement of components on the frame shall permit unrestricted coding air flow to the compressor and prime mover
  - Units shall have compressor and engine arranged in a horizontal design
  - System shall be designed for operation in ambient temperatures ranging between 40° F and 115° F
  - Installation shall not required a special foundation
  - All piping and tubing shall be properly supported and protected to prevent damage from vibration
  - All instrument tubing shall be 300 series stainless steel
  - System shall be warranted free from defects in material and workmanship for eighteen (18) months from date of shipment or twelve (12) months from startup, whichever expires first. The warranty shall not impose limitations on the system's accumulated operating hours during the warranty period.
- Compressor
  - Air cooled, oil lubricated, four stage three cylinder, reciprocating compressor rated for continuous duty at the maximum working pressure without the need for auxiliary fans or cool down cycles
  - Crank case shall be cast of a high strength aluminum alloy

Air system – continued:

- Crank shaft shall be single piece forged steel construction, supported in the crank case by three long-life roller bearings
- The connecting rods shall be single piece design constructed of high strength aluminum alloy
- Each connecting rod shall incorporate a roller bearing at the crank end and a needle bearing at the pin end
- Pistons shall be constructed of heavy duty aluminum alloy
- Piston rings on the second and third stage are cast iron; first and fourth stage rings shall be high strength polymide
- Final stage shall incorporate a free floating, heavy duty aluminum alloy piston driven by a guide piston and third stage discharge pressure
- Cylinders shall be cast iron construction with deep cooling fins on the external surface. Cylinders shall be arranged in a "W" configuration with each cylinder located directly in the cooling fan's blast
- Cylinders shall be removable from the crank case
- Compressor's flywheel shall be aluminum alloy with a multi-wing, high velocity cooling fan
- An inter-stage cooler shall be provided after each stage of compression and an after cooler shall be provided after the final stage of compression
- Cooler assemblies shall be individually detachable from the compressor, located directly in the cooling fan's blast and made of stainless steel
- The after cooler shall cool the air to within 18° F of ambient temperature
- Cool-down cycle shall not be required prior to stopping the compressor
- A separator shall be supplied after each stage of compression, excluding the first stage and a coalescing separator shall be supplied after the final stage of compression
- An automatic condensate drain (ACD) system shall be supplied for all of the separators
- Adjustable drain timers shall be factory pre-set to drain the separators approximately every fifteen (15) minutes for approximately six (6) seconds
- ACD system shall unload the compressor on shut down for unloaded restart
- Exhaust muffler shall be supplied
- The condensate reservoir shall have a high liquid level indication system to provide system shutdown and to alert the operator that the condensate reservoir is at capacity
- Manually operated valves shall be supplied to override the automatic operation of the ACD system
- Compressor shall be lubricated by a low pressure lubrication system incorporating a gear driven, low pressure oil pump, easily replaceable oil filtration element and oil pressure regulator
- Sight glass for checking the oil level shall be provided
- Oil drain for the compressor shall be piped to the outside of the frame
- Compressor shall be equipped with an inlet filler with replaceable particulate element

- Prime Mover and V-Belt Drive
  - Engine driven units shall be supplied with electric start, electronically actuated clutch and speed control solenoid
  - Enclosure shall be provided for battery
  - H13-G unit shall have a 13 hp gasoline engine. Engine shall be a single cylinder, four cycle, air-cooled with overhead valves
  - H13-D shall have a water cooled 18 hp diesel engine
  - Compressor and prime mover shall be mounted on a common base that is vibration isolated from the system's main frame
  - Power from the prime mover shall be transmitted to the compressor by a v-belt drive
  - Engine driven units shall be supplied with a sliding base
  - V-belt drive shall be guarded
  - Rotation arrows shall be affixed on the compressor

Air system – continued:

- Electrical Control and Instrument Panel
  - Engine control center shall include a PLC controller
  - Electrical panel shall be built in compliance to UL's Industrial Control Panel Custom Builders Program and shall be affixed with a UL label
  - PLC compressor control system shall consist of a programmable logic controller for monitoring protection and control of standard compressor systems
  - NEMA 4 enclosure
  - On/off switch
  - Emergency stop
  - Final air pressure shutdown
  - Warning and alarm indicator lights
    - ✓ Lamps shall be a minimum 22mm diameter
    - ✓ Lamp test function built-in
    - ✓ Lamps will flash code representing fault
  - Built-in overtime timer set at five (5) hours with optional times available
  - Final separator counter warning and alarm function
  - Full support of SECURUS warning and alarm function
  - Full support of CO monitor alarm functions
  - UL listed panel
  - Non-resettable hour meter for recording number of compressor operating hours shall be installed in the instrument panel
  - Compressor oil pressure shall be monitored by a pressure switch and pressure gauge installed in the instrument panel
  - Compressor shall shut down and a fault light illuminate if the compressor's oil pressure drops below the factory pre-set value during operation
  - Oil pressure switch shall be by-passed during start-up
  - Temperature switch shall be supplied on the discharge line of the final stage of compression. Compressor shall shut down and fault light illuminate if the final stage discharge temperature exceeds the tamper-proof set point during operation
  - Low oil pressure and high air pressure air shutdown switches shall be equipped with DIN type connectors
  - All wiring shall be encapsulated within a split corrugated type loom. Each wire end connection shall be crimped and numbered
  - All fault light shall be installed on the instrument panel, shall be red in color, and labeled
  - All instrument panel mounted pressure gauges shall be liquid filled and 2 ½" in diameter
- Purification System
  - Purification system shall purify high pressure air to a quality that meets or exceeds the following requirements:
    - ✓ CGA Pamphlet G-7, Compressed Air for Human Respiration
    - ✓ ANSI/CGA G-7.1, Commodity Specification for Air, Grade E
    - ✓ All other recognized standards for breathing air
  - Purification shall be achieved by mechanical separation of condensed oil and water droplets, adsorption of vaporous water by a desiccant, absorption of oil vapor and elimination of noxious odors by activated carbon and conversion of carbon monoxide to respirable levels of carbon dioxide by catalyst
  - The high pressure purification chambers shall have a working pressure of 6000 PSIG
  - System shall utilize replaceable cartridges
  - Replacement of the cartridges can be done without disconnecting system piping

Air system – continued:

- The system shall not operate without cartridges installed or with improperly installed cartridges
- A bleed valve shall be provided to vent the purification system
- A pressure maintaining valve and a check valve shall be supplied downstream of the purification system
- A check valve shall be supplied between the separator on the compressor's discharge line and the purification system
- The purification system shall include Bauer's Securus Electronic Moisture Monitor System
- A sensor shall be located in the Securus cartridge for direct monitoring of moisture level
- A display module shall be supplied to indicate the status of the cartridge
- Moisture monitoring system shall warn the operator in advance of the impending saturation of the cartridge
- System shall shut down automatically if cartridge is not changed within the warning period and shall not be capable of restarting until the cartridge is replaced
- Moisture monitoring system shall be of a fail-safe design
- An immediate fault shutdown shall occur if the electrical contact between the display module and sensor become disconnected
- No override shall be supplied for the moisture monitor

- Testing and System Manufacturer Identification
  - The system shall be tested by the manufacturer prior to shipment. A copy of the test report shall be provided to the County.
  - Manufacturer's nameplate shall be affixed to the system and shall contain the following information:
    - ✓ Manufacturer's name
    - ✓ Model #
    - ✓ Serial #
    - ✓ Compressor block #
    - ✓ System operating pressure
    - ✓ Compressor operating speed
    - ✓ Compressor capacity and charging rate
    - ✓ Motor horsepower
    - ✓ Voltage
    - ✓ Frequency
    - ✓ Amperage
    - ✓ Date of manufacture
- Documentation
  A documentation package shall be supplied with the system and shall include, at a minimum, the following items:
  - Operator's instruction and maintenance manual which shall include the detailed outline of the operation instructions, illustrated drawings for the compressor block and all system components, complete parts listing for all illustrated components and warnings and safety precautions.
  - Recommended spare parts list
  - Warranty information
  - Warranty registration form
- Accessories
  The following shall be offered by the manufacturer as accessories to the system:
  - Purification upgrades
  - Carbon monoxide monitor with calibration kit
  - Audible alarm for safety shut downs

Air system – continued:

- Storage systems
- Fill stations

- Reference Outline Dimension Drawing:
  - Provided for:
    - ✓ H13-G-ASY 0558
    - ✓ H13-D-ASY 0937
- DOT Air Cylinders:
  - Four (4) DOT 6000 psi air cylinders shall be installed and piped to the air system. Cylinders shall be 509 cu. ft. DOT, 70" L x 9.5" diameter
- Horizontal Mounting Air Storage:
  - Nine (9) air pressure cylinders shall be securely mounted in a specified compartment in a steel mounting rack with an adjustable tightening system
  - Cylinders shall not be subject to damage, wear or vibration
- High Pressure Breathing Air Reels:
  - Hannay 1500 Series, or equivalent, 12 volt electric rewind high pressure air hose shall be installed. Reel color: red. Reel location:
    - ✓ 12 volt rewind electrical supply shall be wired directly from the chassis battery system with heavy duty stranded copper cable with guarded finger type rewind button. The piping to the air reel system shall be through high pressure, 6000 psi hose with threaded couplings from air storage system
  - Air control panel shall have the following:
    - ✓ One (1) quarter turn shut-off valve to isolate air reel
    - ✓ One (1) 2 ½" diameter upstream pressure gauge
    - ✓ One (1) adjustable pressure regulator
    - ✓ One (1) 2 ½" diameter downstream pressure gauge
    - ✓ One (1) check valve in supply line
    - ✓ Label indicating high pressure breathing air and pressure range
  - 200' length high pressure (5000 psi rating) breathing air hose with quick connect fittings shall be provided on the air reel
  - One (1) Hannay four-way style stainless steel roller assembly shall be installed
  - Hannay orange ball stop assembly, installed on air hose, shall be provided
- Rear Trailer Hitch
  - One (1) class 3 type trailer hitch, rated at approximately 10,000 lbs. shall be installed at the rear of the apparatus attached to the body sub-frame assembly
  - Hitch shall include frame, receiver insert, slide-in ball mount with a 1 ¾" ball, a 5/8" hitch pin and 6-pin cable
  - Wiring shall be provided at the rear of the apparatus. A 12-volt electrical connector shall be wired to the chassis stop, running and turn lights, and electrical trailer brakes

Lettering and Striping:

All lettering and striping shall be approved by the County prior to application to the vehicle.

- Gold leaf lettering, bordered in black and enclosed in clear mylar shall be placed on the cab and the body as directed by the County. A total quantity of fifty (50) 4" letters will be needed
- Reflective striping shall be provided for the front and sides of the vehicle. The striping shall be 5" x 1" wide 3M brand Scotchlite reflective multi-stripe. There shall be a 1" gap between each of the stripes. The striping shall be placed up to 60" above ground level and shall conform to 2009 NFPA #1901 reflectivity requirements. The reflective striping shall be applied to a minimum of 50% of the perimeter length on each side and 50% of the perimeter width of the front of the vehicle.
- The outer rear panels of the body shall have Reflexite® brand 6" wide reflective red and amber striping installed over 100% of available area. The Chevron style stripe shall be applied at a 45° angle pointing towards the center upper portion of the rear panel.

NFPA and DOT Required Highway Safety Equipment:

- The apparatus shall be equipped with a NFPA and DOT required highway safety kit as follows:
  - One (1) set of three (3) dual faced triangular warning flares with foldaway bases and storage cases
  - One (1) 2.5# ABC dry chemical fire extinguisher with vehicle mounting bracket
  - Six (6) 24" high reflective traffic cones

Miscellaneous Additional Items:

- Two (2) rubber wheel chocks provided on the apparatus and two (2) wheel chock mounting brackets installed under the body
- One (1) 24-unit first aid kit shall be provided
- One (1) Audiovox ACA 200W, or equivalent, rear vision color camera system. The system shall include a camera and color screen, wired to activate with the back-up circuit

BID SHEET
TOMPKINS COUNTY
AIR SUPPORT VEHICLE

BID PRICE SHALL BE FOR THE ENTIRE VEHICLE (CHASSIS, BODY, AND ALL OTHER ITEMS AS SPECIFIED)

Vehicle Year: _____ Make: _____ Model: _____

Bid Price: $_____

Bid Price (written in words)_____

Delivery:_____ days a/r/o

Company Name: _____

Address: _____

Remittance Address: _____
(if different than mailing address)

Telephone: _____ Fax: _____

Contact: _____ Email: _____

ANTI-DISCRIMINATION CLAUSE

During the performance of this contract, (the contractor) hereby agrees as follows:

(a) The contractor will not discriminate against any employee or applicant for employment because of race, creed, color or national origin, and will take affirmative action to insure that they are afforded equal employment opportunities without discrimination because of race, color, creed, ethnicity, Vietnam-era veteran status, disabled veteran, marital status, disability, national origin, or status as an ex-offender. Such action shall be taken with reference, but not be limited, to: recruitment, employment, job assignment, promotion, upgrading, demotion, transfer, layoff or termination, rates of pay or other forms of compensation, and selection for training or retraining, including apprenticeship and on-the-job training.

(b) The contractor will send to each labor union or representative of workers with which he has or is bound by a collective bargaining or other agreement or understanding, a notice, to be provided by the State Commissioner for Human Rights, advising such labor union or representative of the contractor's agreement under clauses (a) through (f) hereinafter called "non-discrimination clauses". If the contractor was directed to do so by the contracting agency as part of the bid or negotiation of this contract, the contractor shall request such labor union or representative to furnish him with as written statement that such labor union or representative either will affirmatively cooperate, within the limits of its legal and contractual authority, in the implementation of the policy and provisions of these non-discrimination clauses or that it consents and agrees that recruitment, employment and the terms and conditions of employment under this contract shall be in accordance with the purposes and provisions of these non-discrimination clauses. If such labor union or representative fails or refuses to comply with such a request that it furnish such a statement, the contractor shall promptly notify the State Commission for Human Rights of such failure or refusal.

(c) The contractor will post and keep posted in conspicuous places, available to employees and applicants for employment, notices to be provided by the State Commission for Human Rights setting forth the substance of the provisions of clauses (a) and (b) and such provisions of the State's and local Tompkins County Laws against discrimination as the State Commission for Human Rights shall determine.

(d) The contractor will state, in all solicitations or advertisements for employees placed by or on behalf of the contractor, that all qualified applicants will be afforded equal employment opportunities without discrimination because of race, creed, color or national origin.

(e) The contractor will comply with the provisions of Sections 291-299 of the Executive Law and the Civil Rights Law, will furnish all information and reports deemed necessary by the State Commission for Human Rights under these non-discrimination clauses and such sections of the Executive Law, and will permit access to his books, records and accounts by the State Commission for Human Rights, the Attorney General and the Industrial Commissioner for purposes of investigation to ascertain compliance with these non-discrimination clauses and such sections of the Executive Law and Civil Rights Law.

(f) This contract may be forthwith cancelled, terminated or suspended, in whole or in part, by the contracting agency upon the basis of a finding made by the State Commission for Human Rights that the Contractor may be declared ineligible for future contracts made by or on behalf of the State or a public authority or agency of the State, until he satisfies the State Commission for Human Rights that he has established and is carrying out a program in conformity with the provisions of these non-discrimination clauses. Such finding shall be made by the State Commission for Human Rights after conciliation efforts by the Commission have failed to achieve compliance with these non-discrimination clauses and after a verified complaint has been filed with the Commission, notice thereof has been given to the Contractor and opportunity has been afforded him to be heard publicly before three members of the Commission. Such sanctions may be imposed and remedies invoked independently of or in addition to sanctions and remedies otherwise provided by law. The Contractor will include the provisions of clauses (a) through (f) in every subcontract or purchase order in such a manner that such provisions be performed within the State of New York. The Contractor will take such action in enforcing such provisions of such subcontract or purchase order as the contracting agency may direct, including sanctions or remedies for non-compliance. If the Contractor becomes involved in or is threatened with litigation with a subcontractor or vendor as a result of such direction by the contracting agency, the Contractor shall promptly so notify the Attorney General, requesting him to intervene and protect the interests of the State of New York.

GENERAL CONDITIONS ACCEPTED BY:

Firm: _____

By: _____

Date: _____

Title: _____

COUNTY OF TOMPKINS
GENERAL CONDITIONS
NON-COLLUSION CERTIFICATE

NON-COLLUSIVE CERTIFICATION:

(a) By submission of this bid/proposal, each bidder/proposer and each person signing on behalf of any bidder/proposer certifies, and in the case of a joint bid/proposal each party thereto certifies as to its own organization, under penalty of perjury, that to the best of his/her/their knowledge and belief:

1. The prices in this bid/proposal have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder/proposer or with any competitor;

2. Unless otherwise required by law, the prices that have been quoted in this package have not been knowingly disclosed by the bidder/proposer prior to opening, directly or indirectly, to any other bidder/proposer or to any competitor; and

3. No attempt has been made or will be made by the bidder/proposer to induce any other person, partnership, or corporation to submit or not to submit a bid/proposal for the purpose of restricting competition.

_____
Name of Bidder/Proposer

_____
Signature and Title of Signer

_____
Date

NOTE:

A bid/proposal shall not be considered for award nor shall any award be made where (a) 1, 2 and 3 above have not been complied with; provided, however, that if in any case the bidder/proposer cannot make the foregoing certification, the bidder/proposer shall so state and shall furnish with the bid/proposal a signed statement that sets forth in detail the reason(s) therefore. Where (a) 1, 2, and 3 above have not been complied with, the bid/proposal shall not be considered for award nor shall any award be made unless the head of the purchasing unit of the political subdivision, public department, agency or official thereof to which the bid/proposal is made, or his designee, determines that such disclosure was not made for the purpose of restricting competition.

The fact that a bidder/proposer (a) has published price lists, rates or tariffs covering items being procured, (b) has informed prospective customers of proposed or pending publication of new or revised price lists for such items, or (c) has sold the same items to other customers at the same prices being bid/proposed, does not constitute, without more, a disclosure within the meaning of subparagraph (a) 1.

BID SIGN-OFF SHEET

BID TITLE:

Please check off and sign for items below and submit this required sheet with your bid packet; the bid may be rejected if the required documents are not included with the bid. Please note that by signing below the bidder is certifying that all information provided herein is true and correct to the best of their knowledge.

	DONE	INITIALS
1. Bid Sheet completed		
2. Non-Collusive certificate completed		
3. Anti-Discrimination clause completed		
4. Proof of insurance coverage in amounts required by specification signed by insurance agent enclosed	**N/A**	N/A
5. Addenda (if issued) received		
List Addendum # and dates		
6. Insurance Binder completed	N/A	N/A

_____
Name/Title of Authorized Person Submitting Bid

_____
Firm or Corporation Making Bid

_____
Address (street, city, state, zip)

_____ _____
Date Federal ID #

_____ _____
Telephone Fax

_____
Accounts Payable Address (if different than above)

_____
Signature of Authorized Person Submitting Bid

Form **W-9**
(Rev. October 2007)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give form to the requester. Do not send to the IRS.

Print or type See **Specific Instructions** on page 2.

Name (as shown on your income tax return)

Business name, if different from above

Check appropriate box: ☐ Individual/Sole proprietor ☐ Corporation ☐ Partnership
☐ Limited liability company. Enter the tax classification (D=disregarded entity, C=corporation, P=partnership) ▶
☐ Other (see instructions) ▶

☐ Exempt payee

Address (number, street, and apt. or suite no.)

Requester's name and address (optional)

City, state, and ZIP code

List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number

or

Employer identification number

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (defined below).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. See the instructions on page 4.

Sign Here **Signature of U.S. person ▶** **Date ▶**

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),

2. Certify that you are not subject to backup withholding, or

3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity,

- The U.S. grantor or other owner of a grantor trust and not the trust, and
- The U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person, do not use Form W-9. Instead, use the appropriate Form W-8 (see Publication 515, Withholding of Tax on Nonresident Aliens and Foreign Entities).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items:

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.

2. The treaty article addressing the income.

3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.

4. The type and amount of income that qualifies for the exemption from tax.

5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity not subject to backup withholding, give the requester the appropriate completed Form W-8.

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 28% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester,

2. You do not certify your TIN when required (see the Part II instructions on page 3 for details),

3. The IRS tells the requester that you furnished an incorrect TIN,

4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or

5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See the instructions below and the separate Instructions for the Requester of Form W-9.

Also see *Special rules for partnerships* on page 1.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of $50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a $500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Name

If you are an individual, you must generally enter the name shown on your income tax return. However, if you have changed your last name, for instance, due to marriage without informing the Social Security Administration of the name change, enter your first name, the last name shown on your social security card, and your new last name.

If the account is in joint names, list first, and then circle, the name of the person or entity whose number you entered in Part I of the form.

Sole proprietor. Enter your individual name as shown on your income tax return on the "Name" line. You may enter your business, trade, or "doing business as (DBA)" name on the "Business name" line.

Limited liability company (LLC). Check the "Limited liability company" box only and enter the appropriate code for the tax classification ("D" for disregarded entity, "C" for corporation, "P" for partnership) in the space provided.

For a single-member LLC (including a foreign LLC with a domestic owner) that is disregarded as an entity separate from its owner under Regulations section 301.7701-3, enter the owner's name on the "Name" line. Enter the LLC's name on the "Business name" line.

For an LLC classified as a partnership or a corporation, enter the LLC's name on the "Name" line and any business, trade, or DBA name on the "Business name" line.

Other entities. Enter your business name as shown on required federal tax documents on the "Name" line. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on the "Business name" line.

Note. You are requested to check the appropriate box for your status (individual/sole proprietor, corporation, etc.).

Exempt Payee

If you are exempt from backup withholding, enter your name as described above and check the appropriate box for your status, then check the "Exempt payee" box in the line following the business name, sign and date the form.

Generally, individuals (including sole proprietors) are not exempt from backup withholding. Corporations are exempt from backup withholding for certain payments, such as interest and dividends.

Note. If you are exempt from backup withholding, you should still complete this form to avoid possible erroneous backup withholding.

The following payees are exempt from backup withholding:

1. An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2),

2. The United States or any of its agencies or instrumentalities,

3. A state, the District of Columbia, a possession of the United States, or any of their political subdivisions or instrumentalities,

4. A foreign government or any of its political subdivisions, agencies, or instrumentalities, or

5. An international organization or any of its agencies or instrumentalities.

Other payees that may be exempt from backup withholding include:

6. A corporation,

7. A foreign central bank of issue,

8. A dealer in securities or commodities required to register in the United States, the District of Columbia, or a possession of the United States,

9. A futures commission merchant registered with the Commodity Futures Trading Commission,

10. A real estate investment trust,

11. An entity registered at all times during the tax year under the Investment Company Act of 1940,

12. A common trust fund operated by a bank under section 584(a),

13. A financial institution,

14. A middleman known in the investment community as a nominee or custodian, or

15. A trust exempt from tax under section 664 or described in section 4947.

The chart below shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 15.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 9
Broker transactions	Exempt payees 1 through 13. Also, a person registered under the Investment Advisers Act of 1940 who regularly acts as a broker
Barter exchange transactions and patronage dividends	Exempt payees 1 through 5
Payments over $600 required to be reported and direct sales over $5,000[1]	Generally, exempt payees 1 through 7[2]

[1] See Form 1099-MISC, Miscellaneous Income, and its instructions.

[2] However, the following payments made to a corporation (including gross proceeds paid to an attorney under section 6045(f), even if the attorney is a corporation) and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, and payments for services paid by a federal executive agency.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN. However, the IRS prefers that you use your SSN.

If you are a single-member LLC that is disregarded as an entity separate from its owner (see *Limited liability company (LLC)* on page 2), enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Note. See the chart on page 4 for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local Social Security Administration office or get this form online at *www.ssa.gov*. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at *www.irs.gov/businesses* and clicking on Employer Identification Number (EIN) under Starting a Business. You can get Forms W-7 and SS-4 from the IRS by visiting *www.irs.gov* or by calling 1-800-TAX-FORM (1-800-829-3676).

If you are asked to complete Form W-9 but do not have a TIN, write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note. Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

Caution: *A disregarded domestic entity that has a foreign owner must use the appropriate Form W-8.*

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if items 1, 4, and 5 below indicate otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). Exempt payees, see *Exempt Payee* on page 2.

Signature requirements. Complete the certification as indicated in 1 through 5 below.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983. You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account)	The actual owner of the account or, if combined funds, the first individual on the account [1]
3. Custodian account of a minor (Uniform Gift to Minors Act)	The minor [2]
4. a. The usual revocable savings trust (grantor is also trustee)	The grantor-trustee [1]
b. So-called trust account that is not a legal or valid trust under state law	The actual owner [1]
5. Sole proprietorship or disregarded entity owned by an individual	The owner [3]
For this type of account:	**Give name and EIN of:**
6. Disregarded entity not owned by an individual	The owner
7. A valid trust, estate, or pension trust	Legal entity [4]
8. Corporate or LLC electing corporate status on Form 8832	The corporation
9. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
10. Partnership or multi-member LLC	The partnership
11. A broker or registered nominee	The broker or nominee
12. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity

[1] List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

[2] Circle the minor's name and furnish the minor's SSN.

[3] You must show your individual name and you may also enter your business or "DBA" name on the second name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

[4] List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships* on page 1.

Note. If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Secure Your Tax Records from Identity Theft

Identity theft occurs when someone uses your personal information such as your name, social security number (SSN), or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

Call the IRS at 1-800-829-1040 if you think your identity has been used inappropriately for tax purposes.

Victims of identity theft who are experiencing economic harm or a system problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

Protect yourself from suspicious emails or phishing schemes. Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to *phishing@irs.gov.* You may also report misuse of the IRS name, logo, or other IRS personal property to the Treasury Inspector General for Tax Administration at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at: *spam@uce.gov* or contact them at *www.consumer.gov/idtheft* or 1-877-IDTHEFT(438-4338).

Visit the IRS website at *www.irs.gov* to learn more about identity theft and how to reduce your risk.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons who must file information returns with the IRS to report interest, dividends, and certain other income paid to you, mortgage interest you paid, the acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA, or Archer MSA or HSA. The IRS uses the numbers for identification purposes and to help verify the accuracy of your tax return. The IRS may also provide this information to the Department of Justice for civil and criminal litigation, and to cities, states, the District of Columbia, and U.S. possessions to carry out their tax laws. We may also disclose this information to other countries under a tax treaty, to federal and state agencies to enforce federal nontax criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism.

You must provide your TIN whether or not you are required to file a tax return. Payers must generally withhold 28% of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to a payer. Certain penalties may also apply.